

DSS ADMINISTRATIVE LETTER ECONOMIC SERVICES NO. 6-2005, Treatment of Legally Obligated Child Support Exclusion (June 29, 2005)

(Food Stamps)

TO: County Directors of Social Services

ATTENTION: Food Stamp Supervisors

DATE: June 29, 2005

SUBJECT: Treatment of Legally Obligated Child Support Exclusion

EFFECTIVE: July 1, 2005

I. GENERAL INFORMATION

Treatment of Legally Obligated Child Support (LSO) paid by members of the Food Stamp Unit was changed to an income exclusion rather than an income deduction beginning January 1, 2005. DSS Administrative Letter No. 11-2004 was issued December 16, 2004, advising of this change. System changes are being implemented effective July 1, 2005, to automatically calculate the exclusion. This Administrative Letter replaces DSS Administrative Letter No. 11-2004 since manual calculation and exclusion of the LSO is no longer necessary.

II. POLICY PROCEDURES

A. The Food Stamp Information System (FSIS) is programmed to automatically calculate the gross income amount to exclude any LSO amount entered in Field 80N. Continue to enter the LSO amount paid in Field 80N. FSIS also uses Field 80N to calculate the LSO amount paid as an income deduction once the gross income test has been performed. Field 80N is no longer dormant.

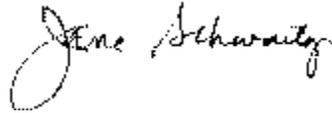
B. The SLAW screen now includes a field for LSO amount paid that is used to calculate the household's adjusted gross income and complete the gross income test. Insert the LSO amount paid in this field. This field will auto-populate the LSO deduction field once the case is determined eligible based on the gross income test. Continue to key all other deductions accordingly.

III. IMPLEMENTATION INSTRUCTIONS

No mass change is required to implement this change. Apply the new data entry procedures to all applications, reapplications, recertifications and changes in situation processed on or after July 1, 2005.

If you have any questions regarding this information, please contact your Food Assistance and Energy Programs Representative.

Sincerely,

A handwritten signature in black ink that reads "Jane Schwartz". The signature is written in a cursive style with a large, looping initial "J".

Jane Schwartz, Chief

Economic Services Section

JS:jcs